

INVITATION TO BID



SOLICITATION NO: 40023-LAC-R0002724R
ISSUE DATE: 4/4/2022

VENDOR NAME AND ADDRESS:

BID CLOSING DATE AND TIME:
April 25, 2022 @ 11:00 AM CST

RETURN BID VIA POST OR EMAIL:

NORTHSHORE TECHNICAL
COMMUNITY COLLEGE
LACOMBE – STEM CAMPUS
65556 CENTERPOINT BLVD
TAMMANEND BUSINESS SUBDIVISION
LACOMBE, LA 70445

Purchasing Manager: SHARON JONES
EMAIL: SharonJones@NorthshoreCollege.edu
PHONE: 985-545-1225
FAX: 985-545-1281
FISCAL YEAR: 22
Funding Source: GEER

*** FILL IN VENDOR NAME AND
ADDRESS ABOVE BEFORE SUBMITTING**

25101939

Trailer/Mobile Classroom

INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. FILL IN ALL BLANK SPACES
3. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTION, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALIZED BY THE BIDDER.
4. BIDS CONTAINING "PAYMENT IN ADVANCE" / "C.O.D." REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.
5. SPECIFY YOUR PAYMENT TERMS: _____. CASH DISCOUNTS FOR LESS THAN 30 DAYS OR LESS THAN 1% WILL BE ACCEPTED, BUT WILL NOT BE CONSIDERED IN DETERMINING AWARDS.

THE BIDDER CERTIFIES:

- COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS, AND SPECIFICATIONS.
- THIS BID IS MADE WITHOUT COLLUSION OR FRAUD.
- THAT IF MY BID IS ACCEPTED WITHIN _____ DAYS FROM BID CLOSING TIME, MY FIRM WILL FURNISH ANY OR ALL OF THE ITEMS (OR SECTIONS) AT THE PRICE OPPOSITE EACH ITEM (OR SECTION)
- DELIVERY WILL BE MADE WITHIN _____ DAYS AFTER RECEIPT OF ORDER.
- BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
- IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.

VENDOR TELEPHONE NUMBER: _____ TITLE: _____

DATE: _____ EMAIL: _____

FAX NUMBER: _____ SIGNATURE: _____

1 ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND EMAIL ADDRESS SHOWN ABOVE.

2 BID FORMS: ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED BIDS.

3 BIDS MUST BE RECEIVED AT THE ADDRESS/EMAIL ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. BID OPENING: BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING.

4 AWARDS: NTCC RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES. NTCC RESERVES THE RIGHT TO REMOVE LINE ITEMS FROM THE AWARD WITH 30 DAY NOTICE WHEN IT IS DEEMED TO BE TO THE BEST INTEREST OF THE STATE.

5 PRICES: UNLESS OTHERWISE SPECIFIED BY NTCC IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC) AS SPECIFIED IN THE BID.

6 DESCRIPTIVE INFORMATION: BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, AND TECHNICAL DATA) SUFFICIENT FOR NTCC TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED.

7 CONTRACT RENEWALS: UPON AGREEMENT OF NTCC AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICE, TERMS AND CONDITIONS. THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

8 NTCC RESERVES THE RIGHT TO CANCEL THIS CONTRACT WITH A THIRTY (30) DAY WRITTEN NOTICE.

SCHEDULE OF EVENTS:

- BID POSTED TO LAPAC: APRIL 4, 2022
- PERIOD OF INQUIRY: APRIL 4, 2022 – APRIL 14, 2022 AT 4:00 PM, CST
NO INQUIRIES WILL BE ACCEPTED AFTER THAT DATE AND TIME
- ADDENDUM POSTED TO LAPAC BY: APRIL 18, 2022 AT 4:00 PM
- BID CLOSING: APRIL 25, 2022 AT 11:00 AM, CST

PREFERENCES:

IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1595, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.

DO YOU CLAIM THIS PREFERENCE? YES _____ NO _____

SPECIFY THE LINE NUMBERS: _____

SPECIFY LOCATION WITHIN LOUISIANA WHERE THIS PRODUCT IS MANUFACTURED, PRODUCED, GROWN OR ASSEMBLED:

DO YOU HAVE A LOUISIANA BUSINESS WORKFORCE? YES: _____ NO _____

IF SO, DO YOU CERTIFY THAT AT LEAST 50% OF YOUR LOUISIANA WORKFORCE IS

COMPRISED OF RESIDENTS OF LOUISIANA? YES: _____ NO: _____

FAILURE TO SPECIFY ABOVE INFORMATION MAY CAUSE ELIMINATION FROM PREFERENCES
BIDDERS REPRESENTATION:

IN MAKING YOUR BID, EACH BIDDER REPRESENTS THAT: YOU HAVE READ AND UNDERSTOOD THE BID DOUCMENTS AND YOU BID HAS BEEN MADE IN ACCORDANCE HERewith: YOU HAVE VISITED THE SITE, IF REQUIRED, AND HAVE FAMILIARIZED YOURSELF WITH THE LOCAL CONDITIONS UNDER WHICH THE WORK IS TO BE PERFORMED.

BY SIGNING AND SUBMITTING ANY BID FOR \$25,000 OR MORE, THE BIDDER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN "AUDIT REQUIREMENTS IN SUBPART F OF THE OFFICE OF MANAGEMENT AND BUDGET'S UNIFORM ADMIINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS" (FORMERLY OMB CIRCULAR A-133). A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED AT WWW.SAM.GOV .

ANY ORDERS RESULTING FROM THIS SOLICITATION WILL BE PAID WITH FY 22 FUNDS, IF APPROPRIATED BY THE LEGISLATURE. DELIVERY CANNOT BE MADE PRIOR TO JULY 1, 2021 AND YOUR BID PRICES MUST BE FIRM FOR ACCEPTANCE AT DELIVERY ACCORDINGLY.

THE QUANTITIES ARE ESTIMATED TO BE THE AMOUNT NEEDED. IN THE EVENT A GREATER OF LESSER QUANTITY IS NEEDED, THE RIGHT IS RESERVED BY THE STATE OF LOUISIANA TO INCREASE OR DECREASE THE AMOUNT, AT THE UNIT PRICE STATED IN THE BID.

IN AN EFFORT TO INCREASE EFFICIENCIES AND EFFECTIVENESS, AS WELL AS BE STRATEGIC IN UTILIZING TECHNOLOGY AND RESOURCES FOR THE STATE AND VENDORS, THE STATE INTENDS TO MAKE ALL PAYMENTS TO VENDORS ELECTRONICALLY. VENDORS WILL HAVE A CHOICE OF RECEIVING ELECTRONIC PAYMENT FOR ALL OTHER PAYMENTS BY SELECTING ELECTRONIC FUNDS TRANSFER (EFT), LaCARTE Card or CHECK. IF YOU RECEIVE AN AWARD AND DO NOT CURRENTLY ACCEPT THE LaCARTE CARD OR HAVE NOT ALREADY ENROLLED IN EFT, YOU WILL BE ASKED TO COMPLY WITH THIS REQUEST BY CHOOSING ONE OF THE FOLLOWING THREE OPTIONS. YOU MAY INDICATE YOUR ACCEPTANCE BELOW.

THE LaCARTE PROCUREMENT CARD USES A VISA CARD PLATFORM. VENDORS RECEIVE PAYMENT FROM STATE AGENCIES USING THE CARD IN THE SAME MANNER AS OTHER VISA CARD PURCHASES. VENDORS CANNOT PROCESS PAYMENT TRANSACTIONS THROUGH THE CREDIT CARD CLEARINGHOUSE UNTIL THE PURCHASED PRODUCTS HAVE BEEN SHIPPED AND RECEIVED, OR THE SERVICES PERFORMED.

EFT PAYMENTS ARE SENT FROM THE STATE'S BANK DIRECTLY TO THE PAYEE'S BANK EACH WEEKDAY. THE ONLY REQUIREMENT IS THAT YOU HAVE AN ACTIVE CHECKING OR SAVINGS ACCOUNT AT A FINANCIAL INSTITUTION THAT CAN ACCEPT AUTOMATED CLEARING HOUSE (ACH) CREDIT FILES AND REMITTANCE INFORMATION ELECTRONICALLY. ADDITIONAL INFORMATION IS AVAILABLE AT:

IF AN AWARD IS MADE TO YOUR COMPANY, PLEASE CHECK WHICH OPTION YOU WILL ACCEPT OR INDICATE IF YOU ARE ALREADY ENROLLED

<u>Payment Type</u>	<u>Will Accept</u>	<u>Already Enrolled</u>
LaCarte	_____	_____
EFT/ACH	_____	_____
ACH	_____	_____
CHECK	_____	_____

Printed Name of Individual Authorized

Authorized Signature for payment type chosen

Date

Email address and phone number of authorized individual

SPECIFICATION SHEET:**INVITATION TO BID # 40023-LAC-R0002724R****Mobile Med Lab Trailer****General Description/Purpose:**

The Mobile Med Lab will deliver critical training and clinical experience for practical nursing students in skills such as phlebotomy and taking vital signs.

The lab can also be used for wellness checks at public events as well as STEM Outreach for Career Exploration.

The intended audience is students enrolled at NTCC sites and dual-enrolled students, high school students, incumbent workers and adult learners.

The coverage region includes St. Tammany, St. Helena, Washington, Tangipahoa and Livingston Parishes in southeast Louisiana. The Med Lab Trailer will be headquartered at NTCC's Hammond Area Campus.

The Med Lab trailer will be designed as a mobile classroom with the ability to easily change out equipment on sturdy, lockable rolling cases/carts. There will be a hand sink (permanent or portable); portable smart board (or TV with Computer) and rolling chairs. Additional equipment and portable furniture, including patient chairs, privacy curtains, etc. will be installed after delivery.

A rear ramp will be necessary to make the Med Lab ADA accessible and move equipment on and off.

A hinged metal side door with step(s) will also be included. Equipment will be secured during transit via airline track mounted flush into the floor.

SPECIFICATIONS:

PRE-FABRICATED BASE MODEL: 8' x 30' WITH 8' CEILING

DOT ROAD-READY

Frame

AXLES - 7000# - TORSION - EZ LUBE HUBS - (2-3 AXLE DETERMINED BY CONFIGURATION)

ELECTRIC BRAKES

GROUND CLEARANCE: STANDARD

AXLE SPACING - SPREAD AXLE

ALL TUBE WALL CONSTRUCTION 30 ft

COUPLER – 2-5/16" - 21,000#

CROSS MEMBERS - FLOOR - 16" O/C 30 ft

CROSS MEMBERS - ROOF - 16" O/C - 1" X 3" 30 ft.

CROSS MEMBERS - WALL - CS - 16" O/C - 2" x 2" 30 ft

CROSS MEMBERS - WALL - RS - 16" O/C - 2" x 2" 30 ft

FLOOR DESIGN - FLAT

FRAME - 8" 30 ft

FRAME - FULL PERIMETER - STEEL -PAINTED 30 ft

FRAME PROTECTION - SKID PLATES (1)

FRONT DESIGN – FLAT OR A-FRAME (1)

TANK - FUEL - DIESEL - 24 GALLON - END

FILL - IN FRAME (1)

JACK - TONGUE - TOP WIND - 5000# - ZINC (1)
JACK - STABILIZER - SCISSOR - 24" - 5000# (2)
TIRE/WHEEL - ST235/85R16/LRG - RADIAL ON GREY MOD (4)
SPARE TIRE/WHEEL - ST235/85R16/LRG -RADIAL ON GREY MOD (1)
SPARE TIRE MOUNT - INTERIOR WALL - 8 LUG (1)
TONGUE - STANDARD
TRUCK PLUG - 7 WAY - BUMPER PULL

Exterior

EXTERIOR ALUMINUM - STANDARD COLOR 30 ft
COLOR: POLAR WHITE
EXTERIOR CAULK - PAINTABLE (1)
EXTERIOR FASTENER - SCREWLESS 30 ft
EXTERIOR ALUMINUM THICKNESS - .030 30 ft
FENDERETTES - AL 4
GRAVEL GUARD - ATP - 24" - WITH J RAIL (1)
ROOF - ONE PIECE - ALUMINUM 30 ft
TRIM - VERTICALS - FRONT & TOP RADIUS -STAINLESS STEEL
W/ CAST CORNERS -POLISHED (1)
TRIM - HEADER - REAR - COLOR MATCHED (1)
TRIM - VERTICALS - REAR - COLOR MATCHED (1)
TRIM - RUB RAIL - UPPER - ALUMINUM - 4" 30 ft
TRIM - RUB RAIL - LOWER - ALUMINUM -7" 30 ft
DOT TAPE 30 ft
VENT - ROOF - 12V (1)
WINDOW - SLIDER W/ BLACKOUT SCREEN - 30"W X 22"H - CURBSIDE (1)
WINDOW - SLIDER W/ BLACKOUT SCREEN - 30"W X 22"H - ROADSIDE (1)

Doors

DOOR - REAR RAMP - STANDARD - 2400#
RATED MAX LOAD - 4000# VEHICLE LOAD (1)
RAMP DOOR EXTERIOR - REAR - COLOR MATCHED (1)
TRANSITION FLAP - TPO - BLACK COIN -16"L
BACK DOUBLE GLASS DOORS - LOCKING
RAMP DOOR FLOORING - REAR - TPO -BLACK COIN (1)
DOOR LATCH - PADDLE - STAINLESS STEEL (1)
DOOR - ENTRANCE - 405 SERIES - 32" X 78" -FLUSH LOCK 1 RIGHT HINGE
STEP - SLIDE IN/OUT - ALUMINUM - 32" (1)
DOOR - FUEL - CAST ALUMINUM -LOCKABLE (1)

Interior

INTERIOR HEIGHT - 8.0' 30 ft
INTERIOR CEILING - SCREWLESS ALUMINUM

CEILING COLOR: POLAR WHITE (STANDARD)

SPRING BOX COLOR: POLAR WHITE

INSULATION - CEILING - CLOSED CELL - R-18.5 30 ft

(2) LAYERS OF 1" CLOSED CELL FOAM INSULATION BETWEEN ROOF CROSS MEMBERS (R-11)

1" CLOSED CELL FOAM INSULATION INSTALLED OVER TOP OF ROOF CROSS MEMBERS (R-6.5)

3/8" PLYWOOD INSTALLED OVER TOP OF SECOND LAYER (R-1)

INTERIOR CEILING INSTALLED OVER TOP OF 3/8" PLYWOOD

INTERIOR WALLS - SCREWLESS ALUMINUM 30 ft

WALL COLOR: POLAR WHITE (STANDARD)

INSULATION - WALLS - CLOSED CELL - 1" - R-6.5

BUBBLE FOIL INSULATION INSTALLED ALONG WIRING RUNS

FLOORING - TPO - BLACK COIN 30 ft

AIRLINE TRACK (recessed) 10 ft (2) centered

WHEEL BOX - SMOOTH AL (2)

FIRE EXTINGUISHER WALL MOUNTED WITH CLASP (2)

ELECTRICAL - EXTERIOR

LIGHT - CLEARANCE - LED - 12V - AMBER -LOWER (4)

LIGHT - CLEARANCE - LED - 12V - AMBER -UPPER (4)

LIGHT - CLEARANCE - LED - 12V - RED - LOWER (2)

LIGHT - CLEARANCE - LED - 12V - RED - UPPER (7)

LIGHT - TAILLIGHT - SLIMLINE - LED - 12V -RED (1)

RECEPT - INTERIOR - 120V - 15A (8)

GFCI PROTECTED WHERE REQUIRED BY CODE

LIGHT - RECTANGULAR - LED - 18" - 12V -RECESSED - W/ TRIM RING (10)

LIGHT - RECTANGULAR - LED - 18" - 12V -RECESSED - W/ TRIM RING (10)

HVAC

MINISPLIT (9k BTU 18 SEER MrCool ADVANTAGE DUCTLESS HEAT PUMP MINISPLIT (230V) (1)

OR REINFORCED ROOF MOUNT RV AC SYSTEM

CUSTOM MOBILE CLASSROOM OPTIONS

*ELECTRIC TONGUE JACK MOTOR

*15 FT MOUNTED AWNING (CURBSIDE)

*DOOR - DOUBLE - REAR - 76"W x 82" H x 5" D INCLUDES MS LOCK, PUSH/PULL HANDLE, CONCEALED OVERHEAD CLOSER 7 SWEEP CLEAR PASS-THROUGH OPENING 65"W x 79" H, CLEAR ALUMINUM FINISH BRONZE TINTED TEMPERED GLASS

*100W SOLAR PANEL TOP MOUNTED (SUPPLEMENTAL CHARGE FOR BATTERY)

BATTERY - 12V AGM (930 CA, 775 CCA) (1) - CONNECTED TO SOLAR PANEL

BREAKER BOX - 50 AMP (1)

6 SPACE, 12 CIRCUIT PANEL

50 AMP MAIN BREAKER

BATTERY BOX - IN-FLOOR - HOLDS UP TO 3 BATTERIES (1)

BATTERY - 12V AGM (930 CA, 775 CCA) (2)

SWITCH - POWER CUT-OFF - MANUAL -12V (1)

CONVERTER - 55 AMP WITH BATTERY CHARGER (1)

INCLUDES: 15A RECEPT - DEDICATED - 120V

*POWER INLET - MOTORBASE - 50A - W/SHORE CORD - 25' (1)

*COUNTERTOP - ALUMINUM - FLIP UP -72"W X 24"D (3) Three mounted on CURBSIDE

*INTERIOR OVERHEAD LOCKING CABINETS 36" (2)

PRICING

TOTAL FOR MOBILE MED LAB: 1 EA _____

TOTAL FOR OPTIONS: 1 EA _____

DELIVERY TO: 1 EA _____
NORTHSHORE TECHNICAL COMMUNITY COLLEGE
65556 CENTERPOINT BLVD.
LACOMBE, LA 70445

GRAND TOTAL: _____

NOTES:

*MOBILE MED LAB MUST BE RECEIVED AND INVOICED PRIOR TO **SEPTEMBER 23, 2022**

WE CANNOT AWARD TO A COMPANY THAT CANNOT MEET THIS DEADLINE. PLEASE INDICATE APPROXIMATE DELIVERY DATE ON YOUR PROPOSAL

*REQUESTS FOR CLARIFICATION MUST BE SUBMITTED IN WRITING PRIOR TO APRIL 14, 2022 AT 4:00 PM, CST. ADDENDUM WILL BE POSTED TO LAPAC BY APRIL 18, 2022 4:00 PM.

*SEND PROPOSAL WITH PRICING INCLUDING DELIVERY AND COMPLETED INVITATION TO BID FORM TO SHARONJONES@NORTHSHORECOLLEGE.EDU.

***PLEASE LIST OUT OPTIONS AND THEIR PRICES SEPARATELY FROM THE BASLINE PRICING.**

For pricing advantages, NTCC is a member of the following Purchasing Co-Ops:

NJPA

MMCAP

NCPA

TIPS

National IPA

NASPO

US Communities

